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DDS 60-1999

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18 May 1960

MEMORANDUM FOR: Registrar, OTR

SUBJECT : Dependents Training and Orientation

25X1A

REFERENCES : A. [REDACTED] 17 Feb 58
B. [REDACTED] 9 Mar 60
C. [REDACTED] 4 Jan 60

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1. This memorandum provides supplementary, internal OTR policy guidance with respect to criteria for registration of Agency dependents in Office of Training training and orientation courses. Established operating procedures for course registration continue to apply.

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2. Orientation Courses.

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a. Dependents Briefing: For adult dependents of Agency staff employees going abroad, pursuant to [REDACTED] and [REDACTED]. Registration procedures are prescribed in paragraph 2.b. (1) of [REDACTED]

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b. Americans Abroad Orientation courses: For adult dependents of Agency staff employees going overseas, and for their dependent children aged 16 and over, with permission of the course instructor and if endorsed by the sponsoring employee's Component. Registration procedures are set forth in paragraph 2.b. (2) of [REDACTED]

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c. Introduction to Overseas Effectiveness: This course is not open to dependents; however, trainees are encouraged to discuss unclassified subject matter with their spouses and certain unclassified reading materials are made available on short loan.

d. IOTP/Wives Briefing: For wives of new Junior Officer Trainees who are entering on duty for the first time; arranged [REDACTED]

JOINT 21-67-3654 JACK NO. / FILED NO. 3 DOC. NO. 7 NO CHANGE
IN CLASS / REC'D BY [REDACTED] CHANGED TO [REDACTED] DRAFT. JUST 22
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and conducted by the Orientation
and Training Office
and conducted by Chief, Junior Officer Training Program, as an
integral part of EOD-processing of new JOT's.

3. Training Courses (registration by OTR Registrar or through
Covert Training Branch, as appropriate)

a. Language Training: May be afforded to adult dependents (usually wives) of staff employees or staff agents who are going overseas or who have been designated for overseas assignment. Language training for an adult dependent should be endorsed by the sponsor's Component as being of demonstrable value to the Agency in terms of enhanced overseas effectiveness. (7)

b. Professional Training: While there is no general program for providing professional or clerical training to Agency dependents to prepare them for contract employment overseas, such training may be requested and may be provided on an individual basis by enrollment in regular training courses or on a covert training basis, within current OTR capabilities. Adult dependents to be so trained will have appropriate Security approval as well as Component sponsorship.

4. OTR will endeavor to provide appropriate orientation and/or training, consistent with the foregoing and upon request by an Agency Component, to adult dependents of Headquarters-contract employees and technical representatives going overseas for service with Agency stations and bases.

SIGNED

MATTHEW BAIRD
Director of Training

cc: C/IS
C/OS
C/SIC
C/LAS

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ORIGINAL DOCUMENT MISSING PAGE(S):

Reference A